



Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# State of West Virginia Master Agreement

Order Date: 04-25-2024

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CMA 0803 0066 DOT6624C008C 2	<b>Procurement Folder:</b>	1311312
<b>Document Name:</b>	Precast Concrete Lagging, 6624C008	<b>Reason for Modification:</b>	
<b>Document Description:</b>	Precast Concrete Lagging, 6624C008	<b>CO#1:</b> 30 day cancellation of Contract notice.	
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2023-11-01
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-05-13

VENDOR		DEPARTMENT CONTACT	
<b>Vendor Customer Code:</b>	000000201885	<b>Requestor Name:</b>	Careasa M Nichols
EASTERN VAULT CO INC PO BOX 1134		<b>Requestor Phone:</b>	304-414-3212
PRINCETON WV 247401134 US		<b>Requestor Email:</b>	careasa.m.nichols@wv.gov
<b>Vendor Contact Phone:</b>	304-425-8955	<b>Extension:</b>	
<b>Discount Details:</b>			
	<b>Discount Allowed</b>	<b>Discount Percentage</b>	<b>Discount Days</b>
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

**24**  
 FILE LOCATION

INVOICE TO	SHIP TO
VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER	VARIOUS AGENCY LOCATIONS AS INDICATED BY ORDER
No City WV 99999 US	No City WV 99999 US

524246C

Purchasing Division's File Copy

<b>Total Order Amount:</b>	Open End
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JE 5/23/24

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: JA 5.23.24  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: John L. Gray  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
 DATE: [Signature]  
 ELECTRONIC SIGNATURE ON FILE

5/20/2024

**Extended Description:**

CHANGE ORDER

Change Order No.01 is issued to cancel the Contract in 30 days per Section 19 of the General Terms & Conditions and the attached documents.

Effective Cancellation Date: 05/13/2024 due to business closure

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

NO OTHER CHANGES

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	30103619			EA	0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Precast Concrete Lagging in Various Sizes

**Extended Description:**

SEE ATTACHED PRICING PAGE - ATTACHMENT A, FOR ACTUAL SIZES & COSTS



**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION**

**Division of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

**Alanna J. Keller, P.E.**  
Deputy Secretary of Transportation  
Deputy Commissioner of Highways

**Jimmy Wriston, P. E.**  
Secretary of Transportation  
Commissioner of Highways

04/01/2024

**Eastern Vault Co Inc**  
PO Box 1134  
Princeton, WV 24740-1134  
[bstruble@easternvault.net](mailto:bstruble@easternvault.net)

**Re: Cancellation of CMA DOT6624C008C PF 1311312**  
**Precast Concrete Lagging 6624C008**

Dear Mr. Struble,

**The Department of Transportation-Division of Highways is canceling the above subject contract. As per the terms and conditions of the current agreement(number 19 of the General Terms and Conditions) the agency is required to give a thirty (30) day cancellation notice.**

**Please consider this letter as your required thirty (30) day cancellation notice. Contract CMA DOT6624C008C will be cancelled on May 13, 2024.**

**This Cancellation does not impact current or future contracts which you may have with this office. It pertains to this specific contract only.**

**If you have any questions or need additional information, please call.**

A handwritten signature in blue ink that reads "Dusty J Smith".

**Dusty J Smith**  
Assistant Procurement Officer  
WV Department of Transportation-  
Division of Highways - Procurement Office

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## West Virginia Secretary of State — Online Data Services

### Business and Licensing

Online Data Services Help

### Business Organization Detail

*NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.*

### EASTERN VAULT COMPANY, INC.

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C   Corporation	5/6/1970		5/6/1970	Domestic	Profit			

Organization Information			
<b>Business Purpose</b>	3273 - Manufacturing - Nonmetallic Mineral Product Manufacturing - Cement and Concrete Product Manufacturing (ready-mix, pipe, brick, block, other)		<b>Capital Stock</b> 5000.0000
<b>Charter County</b>	Mercer	<b>Control Number</b>	0
<b>Charter State</b>	WV	<b>Excess Acres</b>	0
<b>At Will Term</b>		<b>Member Managed</b>	
<b>At Will Term Years</b>		<b>Par Value</b>	100.000000
<b>Authorized Shares</b>	50	<b>Young Entrepreneur</b>	Not Specified

<b>Addresses</b>	
<b>Type</b>	<b>Address</b>
<b>Local Office Address</b>	494 COURTHOUSE ROAD PRINCETON, WV, 24740
<b>Mailing Address</b>	PO BOX 1134 PRINCETON, WV, 24740
<b>Notice of Process Address</b>	C T CORPORATION SYSTEM C T CORPORATION SYSTEM 5098 WASHINGTON ST. W., STE 407 CHARLESTON, WV, 25313-1561
<b>Principal Office Address</b>	494 COURTHOUSE ROAD PRINCETON, WV, 24740
<b>Type</b>	<b>Address</b>

<b>Officers</b>	
<b>Type</b>	<b>Name/Address</b>
<b>Director</b>	JERRY DONATELLI 555 FIFTH AVENUE NEW YORK, NY, 10017
<b>Incorporator</b>	GEORGE A. MORTON P.O. BOX 908 PRINCETON, WV, 24740 USA
<b>Incorporator</b>	WILLIAM D. CALFEE, JR. RT. 5, BOX 205-B PRINCETON, WV, 24740 USA
<b>President</b>	JEFFREY CHASTAIN 494 COURTHOUSE RD PO BOX 1134 PRINCETON, WV, 24740
<b>Treasurer</b>	BARRY K HIRSCH 208 PEAR TREE CT FORT MILL, SC, 29715
<b>Type</b>	<b>Name/Address</b>

<b>DBA</b>			
<b>DBA Name</b>	<b>Description</b>	<b>Effective Date</b>	<b>Termination</b>

AMERICAN BLOCK COMPANY	TRADENAME	2/21/2017	
EVERCAST	TRADENAME	1/13/2021	
<b>DBA Name</b>	<b>Description</b>	<b>Effective Date</b>	<b>Termination Date</b>

<b>Mergers</b>				
<b>Merger Date</b>	<b>Merged</b>	<b>Merged State</b>	<b>Survived</b>	<b>Survived State</b>
7/15/2015	EV ACQUISITION, INC.	WV	EASTERN VAULT COMPANY, INC.	WV
2/1/2017	AMERICAN BLOCK COMPANY, INC.	WV	EASTERN VAULT COMPANY, INC.	WV
<b>Merger Date</b>	<b>Merged</b>	<b>Merged State</b>	<b>Survived</b>	<b>Survived State</b>

<b>Date</b>	<b>Amendment</b>
<b>2/1/2017</b>	MERGER: MERGING AMERICAN BLOCK COMPANY, INC., A QUALIFIED WV CORPORATION WITH AND INTO EASTERN VAULT COMPANY, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR
<b>7/15/2015</b>	RESTATED ARTICLES OF INCORPORATION FILED
<b>7/15/2015</b>	MERGER: MERGING EV ACQUISITION, INC., A QUALIFIED WV CORPORATION WITH AND INTO EASTERN VAULT COMPANY, INC., A QUALIFIED WV CORPORATION, THE SURVIVOR
<b>6/30/1975</b>	CHANGE OF PAR VALUE & NOT OF SHARES: TO 5,000 SHARES @ \$1 EACH, AUTHORIZED CAPITAL REMAINS @ \$5,000; ROLL 96.
<b>Date</b>	<b>Amendment</b>

<b>Annual Reports</b>	
<b>Filed For</b>	
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For more information, please contact the Secretary of State's Office at 304-558-8000.

Wednesday, April 24, 2024 — 12:46 PM

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Search All Words e.g. 1606N020Q02



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**Entity Information**



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- All Words
- Exact Phrase

e.g. 123456789, Smith Corp

"Eastern Vault Co."

Entity

Entity Name

Eastern Vault

No results found

e.g. H1YR9YJHR63L

CAGE / NCAGE

Location

Status

- Active
- Inactive

[Reset](#)



# COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>J. ESTEP</u> Date: <u>4/24/24</u>	Agency: WVDOH
Solicitation No. <u>CMA DOT6624C008C</u> <span style="font-size: 1.5em; margin-left: 100px;">CO#1</span>	Procurement Officer Submitting Requisition: Dusty Smith
	Requisition No. CMA DOT6624C008C CO #1
	PF No.: 1311312

This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

## FOR ALL SOLICITATION TYPES:

#	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions <a href="http://www.state.wv.us/admin/purchase/TCP.pdf">www.state.wv.us/admin/purchase/TCP.pdf</a>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### FOR CHANGE ORDERS/RENEWALS:

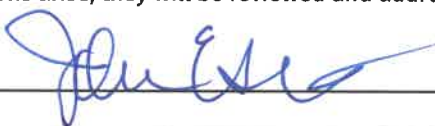
13	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*\*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.*

*For Purchasing Division Use Only:*

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: \_\_\_\_\_



## **REFERENCE:**

1. **Specifications and Pricing Page.** The specifications and intended pricing evaluation tool (wvOASIS line or pricing page) must be attached to the requisition for the Purchasing Division to review them.
2. **Usage of correct specification template.** The Purchasing Division maintains standard format templates on its website for various purchase types, including but not limited to one-time, services, and open-end RFQ purchases; RFPs; and EOs. Using the correct specification template ensures language appropriate for the type of purchase will be contained in the final contract. A copy of these templates can be found on the Purchasing Division's website at [www.state.wv.us/admin/purchase/forms.html](http://www.state.wv.us/admin/purchase/forms.html).
3. **Use of correct requisition type.** Agencies must discern the type of contract needed prior to entering the requisition in wvOASIS. The requisition type will limit the type of award that can be issued for each solicitation. **Purchasing Division Procedures Handbook, Section 3.3.1.1.**
4. **Terms and conditions.** The agency must complete the General Terms and Conditions using the master copy maintained by the Purchasing Division, and the revision date on the terms and conditions document must not be removed or altered in any way. The Purchasing Master Terms and Conditions can be found on the Purchasing Division's website at [www.state.wv.us/admin/purchase/TCP.pdf](http://www.state.wv.us/admin/purchase/TCP.pdf). **Purchasing Division Procedures Handbook, Section 3.2.4.6.**
5. **Maximum budgeted amount.** This is the maximum amount of funding available for the purchase of the good or service as determined by the agency prior to requisition submission. This amount determines the agency's ability to negotiate and cannot be changed after the bid opening. **Purchasing Division Procedures Handbook, Section 6.9.3.1.**
6. **Suggested vendors.** Suggested vendors are identified at the time an agency conducts its market research and are placed in the Vendor List or Free Form Vendor fields within the requisition. This ensures the vendors are made aware of the bidding opportunity.
7. **Capitol Building Commission pre-approval.** Pre-approval from the Capitol Building Commission is required before any contract can be bid for work requiring a substantial physical change to the state capitol building or surrounding complex, before work begins to a building on the capitol complex if not done under a contract, and prior to processing change orders for work to buildings on the capitol complex above \$40,000. **Purchasing Division Procedures Handbook, Section 7.2.**
8. **Financing pre-approval.** Any loan or extension of credit from a bank or other financial institution by any state agency under the Executive Branch requires pre-approval from the Governor's Office and must be in the best financial interest of the state of West Virginia. **Per memorandum from the Governor's Office.**
9. **Fleet Management Division pre-approval.** Pre-approval by the Fleet Management Division (FMD) is required to purchase vehicles, unless statutorily exempt. Any request made under the authority of the Fleet Management Division to increase an agency's fleet size must be approved by the FMD executive director, and all vehicle purchases, regardless of dollar amount, must be processed through the Purchasing Division. **Purchasing Division Procedures Handbook, Section 7.8.**
10. **Insurance requirements.** **RE Purchasing Division Procedures Handbook, Section 3.2.5.3. Appendix C.**
11. **Office of Technology CIO pre-approval.** In accordance with the Office of Technology's CIO-19-001 policy, all technology procurement requests, unless exempted, require Chief Information Officer (CIO) approval. **Purchasing Division Procedures Handbook, Section 7.3.**

- 12. Treasurer's Office (banking) pre-approval.** Pre-approval is required by the State Treasurer's Office for the acquisition of banking goods or services, which includes but may not be limited to accepting payments and receiving funds via electronic commerce. **W. Va. Code §§ 12-1-7 and 12-3A-6.**
- 13. Two-party agreement.** This agreement, confirming the need for the change order, must be signed by both the agency and the vendor. A single letter of agreement with both signatures is standard.
- 14. Standard change order language.** The Purchasing Division maintains standard language to be used in the Extended Description field when issuing a change order in wvOASIS. There are various descriptors available to address the change to the original contract, including but not limited to a standard renewal, a renewal with an increase or decrease, a construction extension for time only or time and increase, a cancellation, and an administrative change. **Purchasing Division Procedures Handbook, Appendix D.**
- 15. Office of Technology CIO pre-approval.** See #11.
- 16. Justification for price increases/backdating/other.** Any change order request that increases the amount of the contract, is backdated more than 20 days past the submission date of the change order, or otherwise affects provisions of the contract not typically seen in a change order requires justification.
- 17. Bond rider.** A bond rider allows bonded principals to request changes to be made to their original surety bond agreements. The bond rider is the only valid way of making changes to a bond agreement which does not invalidate the agreement.

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Questions regarding this *Compliance Verification Checklist for Requisition Submission* may be directed to your assigned Purchasing Division buyer. If you're unsure who your buyer is, see the Agency-Buyer assignments published online at [www.state.wv.us/admin/purchase/byrassign.pdf](http://www.state.wv.us/admin/purchase/byrassign.pdf).